

Please read the notes below prior to completing your application to our Strategic CIL Bid.

1. Applications should be submitted by the service provider operating on the site or a relevant body with overall responsibility for the service.
2. For questions that are not relevant to your project, please leave the response field blank.
3. Please ensure any supporting documentation that you submit with this bid form is clearly titled/labelled.
4. Funding for 100 per cent of the total cost of a project may not be available from the Strategic CIL bid. If you or your organisation are not able to fund any shortfall yourself, other funding sources should also be sought. This may include:

County Councillor Locality Budgets; Parish and Town Council Community Infrastructure funds; s106 funds held by either Hertfordshire County Council or Hertsmere Borough Council; government grants; lottery funding.

1. Allocated funds will be available for a period of 12 months unless otherwise agreed; if the funds have not been drawn down during this period, the bid will be treated as having been withdrawn and the funds will cease to be available for that project.
2. Funds which are allocated should be used exclusively for the purposes described in the application. Any material changes to the project must be brought to our attention. If unauthorised spending is submitted, Hertsmere reserve the right to refuse payment.

Please submit this form and supporting documentation to:

[cil.monitoring@hertsmere.gov.uk](mailto:cil.monitoring@hertsmere.gov.uk)

If there are any issues with submitting the documentation by email, please inform the CIL Team using the email address provided.

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| **OVERVIEW** |
| **Section 1**  **Applicant information**   |  |  | | --- | --- | | **Project Title** |  | | **Name of organisation and contact person** |  | | **Postal address** |  | | **Phone number** |  | | **Email address** |  | | **Location of project (if different from postal address)** |  |  |  | | --- | | **SECTION 2 YOUR PROJECT** |   Tell us in no more than 300 words about your project (what you want to do and who it will benefit). Please  include details of any partners and their role within the project.   |  | | --- | |  | |
| Tell us in no more than 300 words why your project is needed. Please also include information on the  following:   * Estimated time frame to deliver this project * How will the project be sustained over time * A description of the buildings/site (supported by photographs and maps where possible)  |  | | --- | |  |   **SECTI**   |  | | --- | | **Section 3 Project Justification** |   **ON 2 YOUR PROJECT**  Does the project support the delivery of infrastructure identified on our Infrastructure Funding Statement (IFS) below?  Yes □  No □  If yes, please select which category the project falls under   |  |  | | --- | --- | | Category | Select | | Education facilities\* |  | | Transport and highways improvements\* |  | | Publicly accessible leisure facilities (including children play areas and outdoor/indoor facilities)\* |  | | Publicly accessible open space provision and allotments\* |  | | Health care facilities\* |  | | Library services\* |  | | Emergency services\* |  | | Youth services\* |  | | Childcare & early years services\* |  | | Town centre and public realm improvements\* |  | | Projects related to the implementation of Hertsmere’s Climate Change and Sustainability Strategy and Action Plan. |  | | *NOTE Categories marked as \* are priorities to take account of conclusions of latest Infrastructure Delivery Plan (IDP)* | |   Does the project support the delivery of infrastructure identified in our Infrastructure Delivery Plan (IDP)?  Please refer to the [Infrastructure Delivery Plan Part 2: Infrastructure Schedule Sept 2021.](https://www.hertsmere.gov.uk/Documents/09-Planning--Building-Control/Planning-Policy/Local-Plan/Hertsmere-IDP-Phase-2-Report-Final-Issue.pdf)   |  | | --- | |  |   How will your proposal mitigate the impacts of local development and other growth?   |  | | --- | |  |   Who are the likely beneficiaries of the project?   |  | | --- | |  |   What consultation has been undertaken for this project?   |  | | --- | |  |   Will community access increase as a result of the proposal and if so how?   |  | | --- | |  |   Would the project lead to any income generation?   |  | | --- | |  |   Is the project identified in an existing plan, programme or strategy? If so, please provide a link or copy.   |  | | --- | |  |  |  | | --- | | **Section 4 Current Status of the Project** | |
| Aside from funding, is this project ready to commence?  Yes □  No □  If the project is not ready to commence, please list briefly the main reasons (please note further information is requested later on the form).   |  | | --- | |  | |
| |  | | --- | | **Section 5 Current Funding for the project** |   Please indicate the total cost of the project  How much funding does this project currently have?   |  |  | | --- | --- | | **Percentage** | **Amount (£)** | | 75-100% |  | | 50-74% |  | | 25-49% |  | | Up to 25% |  | | None |  | | Uncertain/unknown |  |   If delivery of the project is expected to exceed 12 months, please provide a project delivery breakdown.   |  | | --- | |  |   Would the scheme be fully funded if the bid for Strategic CIL is agreed?  Yes □  No □   |  | | --- | |  |   Does the project and/or funding from the Strategic CIL help secure the release of additional funding?  Yes □  No □  If yes, please provide more detail   |  | | --- | |  |   Please indicate in the table below the source of additional funding that has been secured/sought.   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Source** | **Amount** | **Conditions attached** | **Use by date** | **Funding confirmed?\*** | |  |  |  |  |  | |  |  |  |  |  | |  |  |  |  |  | |  |  |  |  |  |   \*if no, please provide details of when a decision is expected?  Would the Strategic CIL Bid and other funding reduce on-going costs which you currently incur?   |  | | --- | |  |   Could the project be fully funded through your organisation’s revenue or capital budget? If not, please outline and demonstrate why this is the case.   |  | | --- | |  |   How much is the project going to cost to run in future years – can you provide an estimate of the running costs?   |  | | --- | |  |   How will any future revenue costs associated with the project be funded?   |  | | --- | |  |   What steps have been taken to ensure that the proposal submitted forms part of the most cost effective option for delivery?\*   |  | | --- | |  |   \* Please note that if the project is not subject to a full tender process, **three quotes** should be obtained and submitted with your bid.   |  | | --- | | **Section 6 Delivery Timescales** |   Please provide further details on the programme for delivering the project, including start and completion dates.   |  | | --- | |  |   Is agreement required from any other organisations before you are able to deliver the project?   |  | | --- | |  |   If planning permission is required for the project, please provide details of any planning consent or pre  application advice which you have received\*   |  | | --- | |  |   \*more details on [Hertsmere's Pre Application Advice Service](https://www.hertsmere.gov.uk/Planning--Building-Control/Planning-Advice/Pre-application-advice.aspx) are on our website   |  | | --- | | **Section 7 Constraints and Risks** |   Please show what technical constraints (if any) apply to the project   |  |  | | --- | --- | | Physical and environmental impacts e.g flood risk, contamination, biodiversity, noise etc. |  | | Coronavirus |  | | Approvals of necessary consents |  | | Ownership, acquisition or access issues |  | | Partnership and governance issues |  | | Dependency on other projects going ahead |  |   Please provide further information about any other potential barriers to delivering your project and to what extent these barriers can be overcome?   |  | | --- | |  |   Please explain the risks involved in the project (e.g. delivery risks, financial risks, reputational risks etc.) and  identify how these can be overcome?   |  | | --- | |  |  |  | | --- | | **Section 8 Declaration** |   When you have completed the application, please sign the declaration below and submit the application form as directed.   |  | | --- | | To the best of my knowledge the information I have provided on this application form is correct. If Hertsmere Borough Council agrees to release funds for the specified project, these funds will be used exclusively for the purposes described. In such an event, I agree to inform the Head of Planning and Economic Development of any material changes to the proposals set out above. When requested, I agree to provide the Council with all necessary information required for the purposes of reporting on the progress or otherwise of the identified project. I recognise the Council’s statutory rights as the designated Community Infrastructure Levy Charging Authority, which includes provision to reclaim unspent or misappropriated funds.  Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Position in Organisation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| |  | | --- | | **Supporting Documentation Attached** |   **Declaration**   |  |  |  | | --- | --- | --- | | **Attachment** | **Title** | **No. of Pages** | | **Attachment 1** |  |  | | **Attachment 2** |  |  | | **Attachment 3** |  |  | | **Attachment 4** |  |  | | **Attachment 5** |  |  |   **la** |